

Michigan Department of Education/Office of Special Education and Early Intervention Services
Individualized Education Program (IEP) Addendum

Student Name _____ Birthdate _____ Date _____
Date of Current IEP Being Modified _____ School _____ Student ID _____

PURPOSE

An addendum may be used to **make minor changes** to a current IEP. The purpose of this IEP addendum is: *(Check all that apply)*

Adding, modifying, or deleting instructional goals and objectives

Modifying the amount of time in the current program.

Adding, modifying, or deleting related services or provisions related to supplementary aids/services, assessment, or transportation.

Other _____

PARTICIPANT SIGNATURES

Check the box indicating the IEP Team member who can explain the instructional implications and evaluation results. (See IEP Manual, Section 1-2.)

Student _____ Parent/Guardian _____
General Ed Teacher _____ Public Agency Rep _____
Special Ed Provider _____ Other _____
Other _____ Other _____

RATIONALE

Briefly state the reason why an addendum to this student's IEP is needed.

Update the statement regarding this student's **present level of educational performance**. (See IEP Manual, Section 3-2.) *(Attach any new goal pages behind this page.)*

In developing this IEP Addendum, the IEP Team members have considered the student strengths, parental concerns, the results of recent evaluations and assessments as well as the need for program accommodations/modifications due to special factors as listed on the current IEP.

IEP MODIFICATIONS

PROGRAMS OR SERVICES

<u>Program/Service</u>	<u>Rule Number</u>	<u>Amount of Time</u>	<u>Frequency</u>	<u>Location</u>
_____	R 340. _____	_____ per _____	_____ times per _____	_____
_____	R 340. _____	_____ per _____	_____ times per _____	_____

List any service(s) to be deleted here: _____

ACCOMMODATIONS/SUPPLEMENTARY AIDS/SERVICES/ PERSONNEL SUPPORT	AMOUNT OF TIME/ FREQUENCY	LOCATION

Special Transportation: No Yes, specifics: _____

Assessment:

Indicate any changes to assessment as described in the student's current IEP (including accommodations). (See Section 9 of the IEP Manual):

COMMITMENT SIGNATURES

The **district** agrees with the IEP Addendum and its implementation. Unless noted otherwise, the Addendum will begin on: _____
The duration of this addendum is the duration of the current IEP unless prior to that date and specified here: _____

District Representative _____ Date _____

I, as **parent/guardian/student**,

Understand the Addendum contents, and

Have been fully informed of my procedural rights. (Notice requirements attached):

(Choose one)

Agree with the IEP Addendum and its implementation.

Do not agree with the IEP Addendum. This Addendum **cannot** be implemented.

Parent/Guardian/Student _____ Date _____

IEP ADDENDUM GUIDELINES

PURPOSE

The purpose of the IEP Addendum is to **make minor changes** to the IEP during the year it is in effect. If substantial or comprehensive changes need to be made to a student's IEP, an IEP Team meeting should be convened to develop a new, complete IEP Team Report.

REQUIREMENTS

Parents and school staff should be made aware of the following: (See also IEP Manual, Section 14, Page 2-3.)

- Required IEP Team members **must be** present at the meeting when the IEP Addendum is developed.
- The IEP Addendum **does not** reset the due date for the next annual IEP Review.
- The IEP Addendum **must be** attached to the IEP that is being modified (all copies).
- The parent **must** receive a copy of the previous IEP with the Addendum attached.
- Either the parent or the school district may request a full IEP Team Meeting in lieu of an IEP Addendum.

APPROPRIATE USES

The IEP Addendum may be used for the following reasons:

- To add, delete, or modify IEP goals and/or short-term objectives (However, this may require modification of the student's PLEP statement.),
- To change the amount of time and/or frequency for a program or related service,
- To add or delete a related service from an IEP (the IEP Team must have data to support this decision.),
- To add, delete, or modify a supplementary aid, program modification, or support to school personnel,
- To change a transportation provision,
- To change language related to state or district-wide assessment,
- To address the need for extended school year (ESY) services,
- To make short-term changes to the IEP,
- To make changes to a transfer student's IEP instead of completing a new IEP.

RESTRICTIONS

The IEP Addendum **may not** be used for the following purposes:

- To determine or redetermine any special education eligibility,
- To change the **type of program** for the student,
- To exit the student from special education.

NOTICE REQUIREMENTS

The superintendent or designee of the operating district assures that:

- To the maximum extent appropriate, a person who has a disability, including a person who is assigned to a public or private institution or other care facility, is educated with persons who do not have disabilities.
- Placement of a person who has a disability in special classes, separate schools, or the removal of a person who has a disability from the general education environment occurs only when the nature or severity of the disability is such that education in a regular class using supplementary aids and services cannot be satisfactorily achieved.
- The placement for the student is as close as possible to his or her home.
- Unless the IEP of a student with a disability requires some other arrangement, the student is educated in the school that he or she would attend if nondisabled.
- In selecting the least restrictive environment, consideration shall be given to any potentially harmful effects to the student or the quality of services that the student needs.
- A student with a disability will not be removed from education in age-appropriate regular classrooms solely because of needed accommodations in the general curriculum.

Administration Signature